



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Request for Subdivision Approval – 1500 Block of Washington Street

DATE: March 29, 2011

Request: For Subdivision Approval of Parcel Number 13-23-101, located in the 1500 Block of Washington Street.

Applicant: Gregory F. Ashley, PLS, Survey Department Manager of GYMO, P.C. on behalf of Samaritan Medical Center.

Proposed Use: Multi family senior living facility.

Property Owner: Watertown City School District.

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 4:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant is proposing to subdivide Parcel Number 13-23-101 located in the 1500 Block of Washington Street into two lots. The site is located behind the existing Samaritan Medical Plaza building and is currently owned by the Watertown City School District. Parcel 1 shown on the map will contain 13.618 acres while Parcel 2 will contain 21.72 acres. The school district proposes to sell Parcel 1 at public auction pending a public referendum on the proposed sale. Samaritan Medical Center will be the likely buyer and has therefore proposed the subdivision.

The attached letter from the Watertown City School District Superintendent, Terry N. Fralick, authorizes Samaritan Medical Center to apply for the subdivision as well as the zone change request that is also on the Planning Board agenda.

When the final subdivision plat is submitted, the extraneous information such as the buildings and utilities should be removed to make the plat easier to read (the easements are fine). In addition, City owned parcel 13-23-102.1 is partially shown with a bold line giving the appearance that it is part of the subdivision. It should be changed to a lighter weight line so that the subdivided parcel stands out more clearly. Also, the words “**Subdivision Final Plat**” should be added as the title of the drawing.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature of the clerk of the Planning Board. One of the mylar copies is to be filed in the County Clerk’s Office within 62 days of signing.

Summary: The following should be included as contingencies with the motion for approval:

1. Prior to the applicant submitting the final subdivision plat to the City for signature, the utility information, buildings, etc. should be remove from the plat.
2. The bold lines on adjacent parcel 13-23-102.1 should be changed to a lighter weight line so that the subdivided parcel stands out more clearly.
3. The words “**Subdivision Final Plat**” should be added as the title of the drawing.

cc: Planning Board Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Gregory F. Ashley, PLS, GYMO, P.C.



**PUBLIC HEARING
CITY OF WATERTOWN PLANNING BOARD
WATERTOWN, NEW YORK
Tuesday, April 5, 2011**

Notice is hereby given that under the provisions of Section 32 of the General City Law, a public hearing will be held by the Planning Board of the City of Watertown, New York on the Final Plat for a two-lot subdivision of Parcel Number 13-23-101 located in the 1500 Block of Washington Street in the City of Watertown.

The Planning Board will convene the Public Hearing at 4:05 p.m. on Tuesday, April 5, 2011 in the City Council Chamber, Room 303, Watertown City Hall, 245 Washington Street, Watertown, New York. All those interested may appear and be heard on this subject.

Copies of the proposal are available for public inspection and copying at the Office of the City Engineer, Room 305, Watertown City Hall, during regular business hours.

Date: March 31, 2011

Kenneth A. Mix
Planning & Community
Development Coordinator